

MOTION BY SUPERVISOR MARK RIDLEY-THOMAS

JULY 14, 2009

Request for Audit and Revised Policy on Requests for Fee Waivers

In these challenging economic times when private enterprises, non-profit organizations, and government agencies are all feeling the effects of limited funds and resources, the Board of Supervisors must remain fiscally vigilant and responsible in order to continue delivering core and key services to our constituents. The Board of Supervisors must examine its practices and policies related to revenue generation as well as to the waiver of revenue generating activities and sources.

One of these practices include the request for the waiver of fees, such as permit, parking, and gross receipts. On a limited basis, personnel costs have also been waived. The Board of Supervisors revised the County's policy on fee waivers in August, 1997, over 12 years ago. At that time, an audit was also conducted which estimated that the amount actually waived was understated by approximately one-third due to hidden and unreported costs.

It has always been the Board of Supervisor's intent to provide assistance and

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support to community groups, non-profit, recreational and charitable organizations, as well as other governmental agencies, however, we must fully understand and be aware of the fiscal impact of the waiver of such fees.

THEREFORE, I MOVE THAT THE BOARD OF SUPERVISORS DIRECT THE CHIEF EXECUTIVE OFFICER TO:

- 1) Review the existing Fee Waiver Policy and Guidelines and make recommendations to the Board on whether any revisions should be made;
- 2) Include a recommendation on whether staff costs should be excluded from waiver requests;
- 3) Work with the Auditor-Controller on a review of requested and actual waived costs; and
- 4) Report back within sixty (60) days with the revised policy for Board consideration and approval.

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